

**SUMMARY OF THE
ENVIRONMENTAL LABORATORY ADVISORY BOARD MEETING
Monthly Teleconference Meeting: 866-299-3188/9195415544#
December 16, 2015; 1:00 – 3:00 p.m. EST**

The U.S. Environmental Protection Agency's (EPA) Environmental Laboratory Advisory Board (ELAB or Board) teleconference was held on December 16, 2015. The agenda for this meeting is provided as Attachment A, a list of the participants is provided as Attachment B, and action items from the teleconference are included as Attachment C. The official certification of the minutes by the Chair or Vice-Chair is included as Attachment D.

ROLL CALL/INTRODUCTION OF GUESTS

Dr. Dallas Wait, Vice-Chair of ELAB, and Ms. Lara Phelps, Designated Federal Official (DFO) of ELAB), welcomed participants to the teleconference and called the roll of the Board members and guests.

OPENING REMARKS FROM THE DFO

Ms. Phelps recently met with other DFOs of Federal Advisory Committee Act (FACA) committees, and she is grateful that ELAB is not a political FACA committee, as there have been recent highly charged FACA meetings with a great deal of controversy.

APPROVAL OF NOVEMBER MINUTES

Dr. Wait asked for comments regarding the Board's November meeting minutes; there were none. Dr. Mahesh Pujari moved to accept the minutes; Ms. Kitty Kong seconded the motion. ELAB approved the November minutes with no discussion.

UPDATES ON CURRENT TOPICS

Qualification of Drinking Water Data

Dr. Mike Delaney reported that the Task Group had developed a letter to the EPA staff whom the group had met with during the Board's last face-to-face meeting. Dr. Pujari commented that the letter's second bullet ("Encourage consistency among state programs on the use of qualified data and the types of allowable qualifiers.") should include a recommendation that states use uniform qualifiers. Ms. Silky Labie responded that some states have certain qualifiers mandated in regulations, so uniform qualifiers and reporting would be a challenge to implement. Dr. Delaney explained that the bullet was worded to encourage consistency with the recognition that consistency might not always be possible as a result of regulations.

Dr. Wait moved to accept the letter and send it to EPA following editorial review. Ms. Labie seconded the motion, which was approved unanimously.

Ms. Patty Carvajal clarified for Dr. Wait that, unless the Agency would like further assistance from ELAB moving forward with this topic, the Task Group now is inactive.

Methods Harmonization

Dr. Dallas Wait reported that the group is reviewing its recommendations and gathering additional information. The goal is to finalize a draft for Board review following the holidays.

Interagency Data Quality Task Force (IDQTF)/Data Quality Objective (DQO) Process

Dr. Henry Leibovitz provided his report via email prior to the meeting: Laboratories are hired by the prime contractors for Department of Defense and EPA projects. Prime contractors are contracted by performance-based acquisitioning. This was a high-level government decision to design contracting in this manner. Jordan Adelson's (U.S. Navy) suggestion is to design an outreach program for the prime contractors to sell them on the benefits of coordinating with laboratories in the project planning process. Dr. Leibovitz thought that The NELAC Institute (TNI) and/or the American Council of Independent Laboratories could be involved with this outreach.

Dr. Wait added that at this point, ELAB can only encourage others to take this approach. In response to a question from Ms. Carvajal, Ms. Phelps explained that ELAB could develop a letter to share the results of this effort with its constituents. The Task Group should determine how to finalize this topic.

In-Line and On-Line Monitoring

Mr. Michael Flournoy explained that as a result of the previous productive discussion with Dr. Joel Creswell (EPA) and Ms. Janet Goodwin (EPA), Dr. Creswell has identified a group of industry and government participants to discuss the issue, including an examination of a case study about nitrate monitors; ELAB will be included in this group. Ms. Goodwin does not think that this is a compliance issue, whereas Dr. Creswell agrees that there is potential to use this monitoring for compliance after specific variables and parameters are determined. Mr. Flournoy will determine a meeting schedule for the Task Group prior to ELAB's face-to-face meeting.

NEW TOPICS/ISSUES FOR CONSIDERATION

Ms. Carvajal had sent information on the selected ion monitoring (SIM) topic to the Board members. ELAB is considering establishing a Task Group to address this issue now that other Board efforts are concluding. Dr. Pujari thought that this is an important topic for the Board to address because SIM can be used to increase sensitivity. Mr. Flournoy said that current instruments are much more robust and complex than when the methods were written. With information from laboratories, ELAB could explore the quality aspect and then develop recommendations.

Dr. Pujari, Mr. Flournoy and Dr. Wait volunteered to serve on the Task Group. Mr. Flournoy suggested that the Task Group approach other laboratories, such as TestAmerica, to obtain additional input. Dr. Pujari and Mr. Flournoy will reach out to contacts at other laboratories and agreed to discuss the approach to address this topic via email. Ms. Carvajal volunteered to lead the group unless Board members not present on the call are interested in leading the Task Group. The Board can issue a call for data at the face-to-face meeting because many laboratories will be present.

To guide the Task Group's work, Ms. Carvajal read the motion that the Board approved on the topic: The Board will develop reasonable criteria for the control of SIM and recommend that EPA begin integrating them into its methods; ELAB will work with the Agency collaboratively to develop criteria for SIM analysis that can be incorporated into commonly used methods or standards.

Dr. Wait said that how to evaluate the data is a key question. The Board can recommend that when EPA updates methods that have the potential to use SIM, the Agency should allow the use of this technology with appropriate quality assurance/quality control (QA/QC) measures in place. ELAB can provide recommendations on what these appropriate QA/QC measure would be.

WRAP-UP/SUMMARY OF ACTION ITEMS

Ms. Carvajal reminded the ELAB members that the face-to-face meeting will be held in Tulsa, Oklahoma, in January 2016. Ms. Phelps reported that the meeting would be held on Monday, January 25, 2016, from 1:30 to 5:00 p.m. CST. TNI's website (www.nelac-institute.org/forum/2016-winter) has information about making reservations at the meeting hotel. A *Federal Register* notice will be published in January 2016 detailing the dates and times of all ELAB 2016 meetings and teleconferences.

Ms. Phelps reviewed the action items identified during the meeting, which are included as Attachment C.

CLOSING REMARKS/ADJOURNMENT

Dr. Wait moved to adjourn the meeting; Dr. Leibovitz seconded the motion. The Board approved a motion to adjourn the meeting at 1:57 p.m.

Attachment A

AGENDA
ENVIRONMENTAL LABORATORY ADVISORY BOARD
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December 16, 2015; 1:00 – 3:00 p.m. EST

Roll Call/Introduction of Guests	Wait/Phelps
Opening Remarks From the DFO	Phelps
Approval of November Minutes	Wait
Updates on Current Topics	All
Qualification of Drinking Water Data: Delaney	
Methods Harmonization: Wait	
Interagency Data Quality Task Force/Data Quality Objectives Process: Leibovitz	
In-Line and On-Line Monitoring: Flournoy	
New Topics/Issues for Consideration	Wait
Wrap-Up/Summary of Action Items	Wait/Phelps
Closing Remarks/Adjournment	Phelps/Wait

Attachment B**PARTICIPANTS LIST****Board Members**

Attendance (Y/N)	Name	Affiliation
Y	Ms. Patricia (Patty) Carvajal (Chair)	San Antonio River Authority Representing: Watershed/Restoration
Y	Dr. A. Dallas Wait (Vice- Chair)	Gradient Representing: Consumer Products Industry
Y	Ms. Lara Phelps, DFO	U.S. Environmental Protection Agency Representing: EPA
Y	Dr. Michael (Mike) Delaney	Massachusetts Water Resources Authority Representing: Massachusetts Water Resources Authority
Y	Mr. Michael Flournoy	Eurofins Environment Testing USA Representing: American Council of Independent Laboratories
Y	Dr. Deyuan (Kitty) Kong	Chevron Energy Technology Company Representing: Chevron
Y	Ms. Sylvia (Silky) Labie	Environmental Laboratory Consulting & Technology, LLC Representing: Third-Party Assessors
Y	Dr. Henry Leibovitz	Rhode Island State Health Laboratories Representing: Association of Public Health Laboratories
Y	Dr. Mahesh Pujari	City of Los Angeles Representing: National Association of Clean Water Agencies
N	Ms. Patsy Root	IDEXX Laboratories, Inc. Representing: Laboratory Product Developers
N	Ms. Aurora Shields	City of Lawrence, Kansas Representing: Wastewater Laboratories
Y	Ms. Michelle Wade	Kansas Department of Health and the Environment Representing: Laboratory Accreditation Bodies

PARTICIPANTS LIST (CONT)

Guests

Attendance (Y/N)	Name	Affiliation
N	Ms. Marie Russell (EPA ASPPH Fellow)	EPA/OSP
Y	Mr. Joe Lapceovich (Guest)	First Energy
Y	Ms. Kristen LeBaron (Guest)	The Scientific Consulting Group, Inc. (SCG)
Y	Mr. Phil Worby (Guest)	Accutest Laboratories

Attachment C

ACTION ITEMS

1. Ms. Phelps will finalize the November meeting minutes.
2. The Board will send the letter regarding the qualification of drinking water data to EPA following editorial review.
3. The Methods Harmony and In-Line and On-Line Monitoring Task Groups will continue their efforts.
4. Ms. Carvajal will inform Dr. Leibovitz that the IDQTF/DQO Task Group could develop a letter to share the results of this effort with its constituents.
5. Ms. Carvajal will provide information to those members not on the teleconference to find someone to lead the Task Group devoted to the SIM topic. Dr. Pujari and Mr. Flournoy will reach out to their contacts at other laboratories to help address this topic. Dr. Pujari, Mr. Flournoy and Dr. Wait will serve on the Task Group.
6. Task Group leaders will update the PowerPoint presentation for the upcoming face-to-face meeting.
7. Ms. Phelps will send the Board members the website link for the upcoming face-to-face meeting.
8. ELAB will develop the face-to-face meeting agenda no later than January 4, 2016.

Attachment D

I hereby certify that this is the final version of the minutes for the Environmental Laboratory Advisory Board Meeting held on December 16, 2015.

Signature Chair

Ms. Patty Carvajal

Print Name Chair